



Control Number: 45522



Item Number: 1929

Addendum StartPage: 0



Registration of Submetered OR Allocated Utility Service

NOTE: Please **DO NOT** include any person or protected information on this form (ex: tax identification #'s, social security #'s, etc.)

Date: _____
 By: 45522
 Docket No. _____
 (this number to be assigned by the PUC after your form is filed)

PROPERTY OWNER: Do not enter the name of the owner's contract manager, management company, or billing company.

| | | | | | |
|--|--|-----------------------|---------------------|-------|-----------|
| Name Westlake Residential Apartments, LLC | | | | | |
| Mailing Address: | 6133 Bristol Parkway, Suite 270 | City | Culver, City | State | CA |
| Telephone# (AC) | 903-566-6863 | Fax # (if applicable) | 903-939-8775 | | |
| E-mail | gsmith@rcmi.com | | | | |

NAME, ADDRESS, AND TYPE OF PROPERTY WHERE UTILITY SERVICE IS PROVIDED

| | | | | | |
|----------------------------------|---------------------------------|-----------------------|---------------------|-------|-----------|
| Name Westlake Residential | | | | | |
| Mailing Address: | 6520 Broadway | City | Pearland | State | TX |
| Telephone# (AC) | 281-485-5100 | Fax # (if applicable) | 281-485-5104 | | |
| E-mail | victoria.moreno@rcmi.com | | | | |

| | | | |
|---|--------------------------------------|---|--|
| <input checked="" type="checkbox"/> Apartment Complex | <input type="checkbox"/> Condominium | <input type="checkbox"/> Manufactured Home Rental Community | <input type="checkbox"/> Multiple-Use Facility |
|---|--------------------------------------|---|--|

If applicable, describe the "multiple-use facility" here: _____

INFORMATION ON UTILITY SERVICE

| | | | | |
|--|---|--|---|--|
| Tenants are billed for | <input checked="" type="checkbox"/> Water | <input checked="" type="checkbox"/> Wastewater | <input type="checkbox"/> Submetered OR | <input checked="" type="checkbox"/> Allocated ★★★ |
| Name of utility providing water/wastewater | City of Pearland | | | |
| Date submetered or allocated billing begins (or began) | 01/01/2017 | Required | | |

METHOD USED TO OFFSET CHARGES FOR COMMON AREAS Check one line only.

| | |
|--|--|
| <input type="checkbox"/> Not applicable, because | <input type="checkbox"/> Bills are based on the tenant's actual submetered consumption |
| <input type="checkbox"/> | <input type="checkbox"/> There are neither common areas nor an installed irrigation system |
| <input type="checkbox"/> All common areas and the irrigation system(s) are metered or submetered: We deduct the actual utility charges for water and wastewater to these areas then allocate the remaining charges among our tenants. | |
| <input type="checkbox"/> This property has an installed irrigation system that is <u>not</u> separately metered or submetered: We deduct <input type="text"/> percent (we deduct at least 25 percent) of the utility's total charges for water and wastewater consumption, then allocate the remaining charges among our tenants. | |
| <input checked="" type="checkbox"/> This property has an installed irrigation system(s) that <u>is/are</u> separately metered or submetered: We deduct the actual utility charges associated with the irrigation system(s), then deduct at least 5 percent of the utility's total charges for water and wastewater consumption, then allocate the remaining charges among our tenants. | |
| <input type="checkbox"/> This property does <u>not</u> have an installed irrigation system: We deduct at least 5 percent of the retail public utility's total charges for water and wastewater consumption, and then allocate the remaining charges among our tenants. | |

★★★IF UTILITY SERVICES ARE ALLOCATED, YOU MUST ALSO COMPLETE PAGE TWO OF THIS FORM ★★★

Send this form by mail with a total of (3) copies to:
 Filing Clerk, Public Utility Commission of Texas
 1701 North Congress Avenue
 P.O. Box 13326
 Austin, Texas 78711-3326

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 PUBLIC UTILITY COMMISSION
 FILING CLERK

1929

METHOD USED TO ALLOCATE UTILITY CHARGES

Check the box or boxes that describe the allocation method used to bill tenants.

Occupancy method: The number of occupants in the tenant's dwelling unit is divided by the total number of occupants in all dwelling units at the beginning of the month for which bills are being rendered.

| | | |
|--|----------------------------|---|
| <input type="checkbox"/> Ratio occupancy method: The number of occupants in the tenant's dwelling unit is adjusted as shown in the table to the right. This adjusted value is divided by the total of these values for all dwelling units occupied at the beginning of the retail public utility's billing period. | Number of Occupants | Number of Occupants for Billing Purposes |
| | 1 | 1.0 |
| | 2 | 1.6 |
| | 3 | 2.2 |
| | >3 | 2.2 + 0.4 for each additional occupant |

| | | |
|--|---------------------------------------|---|
| <input checked="" type="checkbox"/> Estimated occupancy method: The estimated occupancy for each unit is based on the number of bedrooms as shown in the table to the right. The estimated occupancy in the tenant's dwelling unit is divided by the total estimated occupancy in all dwelling units regardless of the actual number of occupants or occupied units. | Number of Bedrooms | Number of Occupants for Billing Purposes |
| | 0 (Efficiency) | 1 |
| | 1 | 1.6 |
| | 2 | 2.8 |
| | 3 | 4.0 |
| >3 | 4.0 + 1.2 for each additional bedroom | |

Occupancy and size of rental unit **50%** percent (in which no more than 50%) of the utility bill for water/wastewater consumption is allocated using the occupancy method checked above. The remainder is allocated according to either:

- the size of the tenant's dwelling unit divided by the total size of all dwelling units, **OR**
- the size of the space rented by the tenant of a manufactured home divided by the size of all rental spaces.

Submetered hot water:
The individually submetered hot water used in the tenant's dwelling unit is divided by all submetered hot water used in all dwelling units.

Submetered cold water is used to allocate charges for hot water provided through a central system:
The individually submetered cold water used in the tenant's dwelling unit is divided by all submetered cold water used in all dwelling units.

As outlined in the condominium contract. Describe:

Size of manufactured home rental space:
The size of the area rented by the tenant divided by the total area of all the size of rental spaces.

Size of the rented space in a multi-use facility:
The square footage of the space rented by the tenant divided by the total square footage of all rental spaces.

Donna L. Nelson
Chairman

Kenneth W. Anderson, Jr.
Commissioner

Brandy D. Marty
Commissioner



7674

Public Utility Commission of Texas

September 12, 2016

Westlake Residential Apartments S7674
6520 Broadway St
Pearland TX 77581-7726
donna.marquis@rcm.com

gsmith@rcmi.com

RECOMMENDATION

Registration Request of Westlake Residential Apartments to Change from Submetered to Allocated Billing pursuant to Texas Water Code, Subchapter M, Sec. 13.502(e)(1) and (2)

On August 13, 2016, Westlake Residential Apartments, Registration No. S7674, filed a request to change from Submetered to Allocated billing pursuant to Texas Water Code, Subchapter M, Sec. 13.502(e)(1) and (2). The request is assigned S7674.

Based on a review of the information provided, it appears the request meets the requirements of Texas Water Code, Subchapter M, Sec. 13.502(e)(1) and (2), and should be granted. The Commission's records should be updated to reflect the change from Submetered to Allocated billing upon receipt of PUC Form 10363 to be filed by Westlake Residential Apartments.

Please reference Subchapter H, §24.123 (c) of the PUC's rules which state the following: Tenant agreement to billing method changes. An owner shall not change the method by which a tenant is billed unless the tenant has agreed to the change by signing a lease or other written agreement. The owner shall provide notice of the proposed change at least 35 days prior to implementing the new method.

Also, Subchapter M, Sec. 13.5031.(1) of the Texas Water Code requires that the rental agreement must contain a clear written description of the method of calculation of the allocation of nonsubmetered master metered utilities for the manufactured home rental community, apartment house, or multiple use facility.

Please complete the PUC-10363 form attached and return along with a copy of this letter.

Sincerely,

A handwritten signature in cursive script that reads "Tammy Benter".

Tammy Benter, Director
Water Utility Division

TB/DRT



paper

Printed on recycled

An Equal Opportunity Employer



November 23, 2016

Filing Clerk, Public Utility Commission of Texas
1701 N. Congress Avenue
P.O. Box 13326
Austin, TX 78711

RE: WESTLAKE RESIDENTIAL APARTMENTS S7674
ENCLAVE AT STONEBROOK APARTMENTS S0827

To Whom It May Concern,

Please find attached the Registration of Sub metered or Allocated Utility Service Form (10363) for two of our properties, Enclave at Stonebrook and Westlake Residential. We have also attached the letter from Tammy Benter, Director of Water Utility Division, per her instructions.

Our rental agreements have been updated to contain correct language and addendums for the change to allocation from sub-meters.

Please feel free to contact me if you have any questions.

Sincerely,

A handwritten signature in black ink, appearing to read "Ginger Smith".

Ginger Smith
Director of Operations